

Instruction

Policy No. 2410

HIGH SCHOOL GRADUATION REQUIREMENTS

- A. The board shall award a regular high school diploma to every student enrolled in the district who meets the requirements of graduation established by the district. Only one diploma shall be awarded with no distinctions being made between the various programs of instruction which may have been pursued.

The board shall establish graduation requirements which satisfy those established by the state board of education:

English	3.5 credits
Mathematics	2 or 3 credits*
Social Studies (civics, history, and geography)	3 credits
Science (1 credit in laboratory science)	2 credits
Occupational Education	1 credit
Physical Education	2 credits
Health	0.5 credit
Fine Arts	1 credit
Electives	6 or 7 credits*
TOTAL:	22 credits

- *NOTE: 3rd math credit pertains to students entering ninth grade on or after July 1, 2009 (Class of 2013 and beyond).
- Physical Education credits may be waived for students who are enrolled in four years of Fine Arts. This will be done on an individual basis and will be documented in the student's cumulative file.

A credit is defined as ~~180~~ 150 hours of planned instructional activities excluding passing time. A Carnegie unit (180 50 minute hours) is required unless a waiver process has occurred. No student may earn more than one credit/year to satisfy the state board requirements in English, Mathematics, and Science except as provided in RCW 28A.230.100. The board shall approve additional graduation requirements as recommended by the superintendent.

In addition to the minimum credit requirements, to earn a diploma each student must complete:

1. A High School and Beyond Plan: Within the first year of high school enrollment, each student shall develop a plan for satisfying the state and district's high school graduation requirements and for their first year after high school completion. The be developed in

collaboration with the student, parent, and district staff. The plan should include how the student will satisfy the district's academic credit requirements, preparation for successfully completing the High School Proficiency Exam, a description of the student's culminating project, and the student's goals for the year following graduation. Each student plan should be reviewed annually at the beginning of the school year to assess student progress, to adjust the plan, and to advise the student of steps necessary for successful completion of the plan;

2. A Culminating Project: During the course of their high school career, each student shall complete a culminating project. The project shall demonstrate the student's ability to think analytically, logically, and creatively and to integrate experience and knowledge to form reasoned judgments and solve problems. The project will also have a connection to the world of work in that it will demonstrate that the student understands the importance of work and how performance, effort, and decisions directly affect future career and educational opportunities.
3. Pass the reading and writing portion of the High School Proficiency Exam (HSPE); and
4. Complete additional math credits as outlined below. If a student fails to successfully pass the math portion of the HSPE or an appropriate alternative, continue to take the mathematics HSPE once each year.

B. Students must complete mathematics courses in one of the following progressive sequences.

- a. Algebra I, Geometry, and Algebra II; or
- b. Integrated Mathematics I, Integrated Mathematics II, and Integrated Mathematics III; or
- c. Any combination of (a) and (b) in progressive sequence.

In lieu of a third credit of mathematics, students may choose an alternative mathematics course, if the parent/guardian agrees that the third credit mathematics elective is supportive of the student's education and career goals. Before approval of the elective third mathematics credit, a meeting will be held with the student, the parent/guardian, and the school staff to discuss the student's High School and Beyond Plan and the mathematics requirements for post-secondary and career choices.

The district will obtain a signed consent from the parent for the student to enroll in the alternative third credit of mathematics. The consent form will confirm the meeting, that the parent understands the impact of the selection on the student's educational and employment options, and that the alternative is most appropriate for the needs of the student.

Students may also satisfy the mathematics requirements by earning equivalency based credit in career and technical education mathematics courses. Those credits must be recorded using the equivalent academic high school department designation.

- C. A student will receive a certificate of academic achievement only if they earn the appropriate number of credits required by the district; complete a culminating project; complete the high school and beyond plan; and meet the reading, writing, and math standards on the High School Proficiency Exam or an appropriate alternative assessment.

Students qualifying for special education services will earn a certificate of individual achievement as determined by their individual education plan.

- D. The superintendent shall develop procedures for implementing this policy which include:
1. Establishment of the process and assessment criteria for the high school culminating project requirements; and determination of the education plan process for identifying competencies.
 2. Establishing the process for completion of the High School and Beyond Plan.
 3. Recommending course and credit requirements which satisfy the state board of education requirements and recognize the expectations of the citizens of the district.
 4. Determining which courses satisfy particular subject area requirements and whether a particular course may satisfy more than one subject area requirement including a process for determining the credits the district will recognize for courses taken through another program recognized by the state (another public school district, an approved private school) or those courses taken by students moving into the state from another state or country. Decisions regarding the recognition of credits earned before enrolling in the district will be based on the professional judgment of the high school principal or designee based on an evaluation of the student's former program and demonstrated knowledge and skills in the discipline for which credit is sought. The decision of the principal may be appealed to the superintendent within fifteen school days.
 5. Making graduation requirements available in writing to students, parents, and members of the public.
 6. Providing a waiver of graduation requirements for an individual student when permitted. All state graduation requirements must be satisfied unless a waiver is permitted by law.
 7. Granting credit for learning experiences conducted away from school including National Guard high school career training.
 8. Granting credit for correspondence, vocational-technical institutes, and/or college courses for college or university course work the district has agreed to accept for high school credit, state law requires that the district award one high school credit for every five quarter hour credit or three semester hour credit successfully earned through a college or university, except for community college high school completion programs where the State awards the diploma; Tenth and eleventh grade students and their parents shall be notified annually of the Running Start Program.
 9. Granting credit for work experience.

10. Granting credit based upon competence testing, in lieu of enrollment.
11. Granting credit for high school courses completed before a student attended high school, to the extent that the course work exceeded the requirements for seventh or eighth grade.
12. Counseling of students to know what is expected of them for completion of their schooling.
13. Preparing a list of all graduation students for the information of the board and released to the public.
14. Preparing suitable diplomas and final transcripts for graduating seniors.
15. Planning and executing graduation ceremonies.
16. Developing student learning plans for students who are not successful on one or more components of the HSPE.

In the event minimum test requirements are adopted by the board, a student who possesses a disability shall satisfy those competency requirements which are incorporated into the Individualized Education Program (IEP). Satisfactory completion of the objectives incorporated into the IEP shall serve as the basis for determining completion of a course.

A student shall be issued a diploma after completing the district's requirements for graduation. In lieu of the certificate of academic achievement, special education students may earn a certificate of individual achievement. A student shall also be advised that he/she may receive a final transcript.

Graduation requirements in effect when a student first enrolls in high school shall be in effect until that student graduates unless such period is in excess of ten years.

However, a student's diploma or transcript may be withheld until the student pays for any school property that has been lost or willfully damaged. Upon payment for damages, the diploma or transcript will be released. When the damages or fines do not exceed \$100, the student or his/her parents shall have the right to an appeal using the same process as used for short-term suspension as defined in Policy 3241, Classroom Management, Corrective Actions, or Punishments. When damages are in excess of \$100, the appeal process for long term suspension as defined in Policy 3241, Classroom Management, Corrective Actions, or Punishments shall apply.

In the event that other forms of corrective actions are imposed for violations of school rules, the student may be denied participation in graduation ceremonies. Such exclusion shall be regarded as a school suspension. In such instances, the diploma will be granted.

Cross References:

Board Policy 3110

Qualifications of Attendance and
Placement

Board Policy 3241

Classroom Management, Corrective

Board Policy 3520

Actions, or Punishment
Student Fees, Fines, and Charges

Legal References:

RCW 28A.230.090

High school graduation requirements or equivalences – Reevaluation and report by state board of education – Credit for courses taken before attending high school – Postsecondary credit equivalencies

RCW 28A.230.097

Career and technical high school course equivalencies

RCW 28A.230.120

Option to receive final transcripts – Notice Running Start

RCW 28A.600.300-400

Defacing or injuring school property – Liability of parent or guardian

RCW 28A.635.060

Chapter 180-50 WAC

Course of studies and equivalencies

Chapter 180-51 WAC

High school graduation requirements

Chapter 180-57 WAC

Secondary Education – Standardized high school transcript

Chapter 392-169 WAC

Running Start

Management Resources:

Policy News, April 1999

Variations complicate college credit equivalencies

Policy News, December 2000

2004 High School Graduation Requirements Adopted

Policy News, February 2004

High School Graduation Requirements

Policy News, October 2004

Graduation Requirements: High School and Beyond Plans

Revised: 4-27-09, 4-23-09, 11-24-08, 12-15-10

Adopted: April 28, 2003

Blaine School District